

Airport Commission

Kirk A. Martin, Chair
Bruce Miller, Vice-Chair

John Clark
Chris Colbert
William Gilbert
Patricia Griffin
Scott Tracy

City of Santa Barbara Liaison:
Councilmember Frank Hotchkiss

City of Goleta Liaison:
Councilmember Roger Aceves

CITY OF SANTA BARBARA

**AIRPORT COMMISSION
AGENDA**

SPECIAL MEETING

June 8, 2011

7:00 pm



Airport Staff

Karen Ramsdell
Airport Director
Hazel Johns
Assistant Airport Director
Tracy Lincoln
Airport Operations Manager
Rebecca Fribley
Sr. Property Management Specialist
Terri Gibson
Marketing Coordinator
Mabel Shatavsky
Airport Commission Secretary

ORDER OF BUSINESS: The regular Airport Commission meeting begins at 7:00 p.m. in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

PUBLIC COMMENT: At the beginning of the meeting, any member of the public may address the Airport Commission on any subject matter within the jurisdiction of the Airport Commission that is **not** on the Commission's agenda. The total time for public comment is fifteen (15) minutes. If you wish to address the Commission under this item, please complete and deliver to the Airport Director **before the meeting is convened**, a "Request to Speak" form including a description of the subject you wish to address.

REQUEST TO SPEAK: A member of the public may address the Airport Commission regarding any scheduled agenda item. Any person wishing to make such address should first complete and deliver a "Request to Speak" form prior to the time that the item is taken up by the Commission.

REPORTS: Copies of reports relating to agenda items are available for review in the Airport Administration office, or the City of Santa Barbara's web site: <http://www.SantaBarbaraCA.gov>. Materials related to an item on this agenda submitted to the Airport Commission after distribution of the agenda packet are available for public inspection in the Airport Administration office located at 601 Firestone Road, Santa Barbara, CA 93117, during business hours.

AMERICANS WITH DISABILITIES ACT: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Airport Administration office at 967-7111. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements.

CELLULAR PHONES AND PAGERS: Please turn off cellular phones and pagers or set them to silent mode prior to the start of the meeting. Thank you.

CALL TO ORDER

ROLL CALL

CHANGES TO THE AGENDA

PUBLIC COMMENT

1. Any member of the public may address the Airport Commission on any subject within the jurisdiction of the Commission that is **not** scheduled before them that same day. The total time for public comment is fifteen (15) minutes.

NOTICES

2. That the General Aviation Sub Committee met on Thursday, May 26, at 1:30 pm in the Airport Administration Building, 601 Firestone Road, Santa Barbara, CA.
3. That the Lease Review Sub Committee meeting scheduled for Thursday, June 2 was cancelled.
4. That on Thursday, June 3, 2011 at 6:00 p.m., the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.
5. That the Regular Airport Commission meeting scheduled for Wednesday, June 15 was cancelled.

MINUTES

6. SUBJECT: MINUTES

RECOMMENDATION: That Commission waive the reading and approve the minutes of the meeting of Wednesday, May 18, 2011.

CONSENT CALENDAR

LEASE AGREEMENTS (Existing Tenants):

7. SUBJECT: LEASE AGREEMENT – JOHN ROBERT WOOD

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with John Robert Wood, a Sole Proprietor, for 412 square feet of Building 311, at 1407-A Norman Firestone Road, at the Santa Barbara Airport, effective July 1, 2011, for a monthly rental of \$456, exclusive of utilities.

8. SUBJECT: LEASE AGREEMENT – SPECIFIED LIGHTING AND DESIGN

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Specified Lighting & Design, Inc., a California Corporation, for 732 square feet of office space and 144 square feet of office space, at 629-E Norman Firestone Road, at the Santa Barbara Airport, effective July 1, 2011, for a monthly rental of \$1,171, exclusive of utilities.

9. SUBJECT: LEASE AGREEMENT – LARRY FALBERG

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Larry Falberg, a Sole Proprietor, for 208 square feet of office space, in Building 312 at 1503-C Cecil Cook Place, at the Santa Barbara Airport, effective July 1, 2011, for a monthly rental of \$371, exclusive of utilities.

10. SUBJECT: MAY 2011 PROPERTY MANAGEMENT REPORT

RECOMMENDATION: That Airport Commission receive the Airport Property Management Report.

LIAISON REPORTS

City of Santa Barbara Liaison Councilmember Frank Hotchkiss

City of Goleta Liaison Councilmember Roger Aceves

ADMINISTRATIVE REPORTS

11. SUBJECT: FY2012 AIRPORT COMMERCIAL/INDUSTRIAL LEASE RATES

RECOMMENDATION: That Airport Commission approve the proposed Fiscal Year 2012 Commercial/Industrial Rental Rates for land and buildings at the Airport, effective July 1, 2011.

12. SUBJECT: FIXED BASE OPERATOR LEASES

RECOMMENDATION: That Airport Commission recommend approval for the Airport Director to execute, subject to approval as to form by the City Attorney, a three-year lease extension with Signature Flight Support – CA, Inc. and Mercury Air Center – Santa Barbara, Inc., dba Atlantic Aviation, subject to the parties agreement as to terms; allowing the Lessees to continue to develop their businesses during the time period required for adoption of a new Master Plan, environmental review, and preparation of a Request for Proposals for Fixed Base Operators (FBOs), to include new development of General Aviation Facilities.

DIRECTOR'S REPORT

13. A. Airport Operations

- Passenger Count
- Aircraft Operations
- Air Freight

B. Programs

1. Air Service
2. Communications Program
3. Master Plan RFQ
4. Property Management
5. Airline Terminal Public Arts Program
6. Airline Terminal Grand Opening Events

C. Capital Projects

1. Airport Terminal Improvement Project

ADJOURNMENT